

IDAHO BOARD OF DRINKING WATER & WASTEWATER PROFESSIONALS
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 11/4/2020

BOARD MEMBERS PRESENT: Michael W Shepherd - Chair
Stacy Stuart
Paul D Sifford
Jerri Henry
Michael S Parker

BOARD MEMBERS ABSENT: David S Shurtleff

DIVISION STAFF: Russell Barron, Division Administrator
Dawn Hall, Section Chief
MiChell Bird, Section Chief
Julie Eavenson, Licensing Group Manager
Lori Peel, Investigative Unit Manager
Nicholas Krema, General Counsel
Greg Floyd, Financial Unit Manager
Dicsie Gullick, Team Lead

OTHERS PRESENT: Shelley Roberts, Idaho Rural Water Association
Kelsie Cole, Idaho Rural Water Association
Wendi Secrist, Workforce Development Council

The meeting was called to order at 9:00 AM MST by Michael W Shepherd.

INTRODUCTIONS

Russell Barron introduced himself to the Board.

REORGANIZATION UPDATE

Mr. Barron gave an update on the reorganization of the Division of Occupational and Professional Licenses. He recounted the timeline from the creation of the Division by statute changes in the 2020 Legislature, the executive orders that have changed processes such as law and rule changes and explained the transition into separate sections within the Division. MiChell Bird was introduced to the Board as the section chief that will be over the Board when the transition is final.

WATER/WASTEWATER APPRENTICESHIP PROGRAM

Ms. Cole presented an update of the Idaho Rural Water Association (IRWA) Apprenticeship program. The first graduate of the program graduated in the summer. They will begin a new cohort in January and another in July. The training will primarily be through Sacramento State and be very interactive. There will be a more structured schedule of classes of two semesters with June and December off.

IRWA will begin a pre-apprenticeship program in 2021 to prepare operators for Class 1 licensure. There will be a track for water and a track for wastewater.

Ms. Roberts introduced Wendi Secrist of the Workforce Development Council. She then discussed with the Board the advanced apprenticeship program. There were concerns about how many hours of coursework would be needed to satisfy the requirements for licensure. She asked for clarification of what the Board would require of the program.

Mr. Sifford suggested forming a sub-committee to help IRWA in the development of the advanced apprenticeship program.

APPROVAL OF MINUTES

Mr. Stuart made a motion to approve the minutes of August 5, 2020. It was seconded by Ms. Henry. Motion carried.

DISCIPLINE

Ms. Peel presented a Findings of Fact, Conclusions of Law and Final Order in case number WWP-2021-2. Ms. Henry made a motion to approve the Final Order and allow the Board chair to sign on behalf of the Board. It was seconded by Mr. Parker. Motion carried.

DIVISION BUSINESS

LAWS AND RULES

Mr. Crema presented a legislative update. Mr. Sifford made a motion to move IDAPA 24.05.01, the rules of the Idaho Board of Drinking Water and Wastewater Professionals, with the amendments recommended by the Division to delete sections 100.01 and 150.04, to pending status and submit them to the legislature for review. It was seconded by Ms. Henry. Motion carried.

FINANCIAL REPORT

Mr. Floyd gave the financial report, which indicated that the Board had a cash balance of \$273,467.07 as of September 30, 2020.

TO DO LIST

The Board reviewed the To Do List. Mr. Sifford was added to the subcommittee to work on rule changes. The same subcommittee was charged with working with IRWA on their advanced apprenticeship program.

SUBCOMMITTEE REPORT

Ms. Henry stated that the subcommittee is continuing to work on the changes to the rules, but is not quite ready to report.

NEXT MEETING was scheduled for February 3, 2021 at 9:00 AM MST.

A second meeting was scheduled for May 5, 2021 at 9:00 AM MDT.

A third meeting was scheduled for August 4, 2021 at 9:00 AM MDT.

A fourth meeting was scheduled for November 3, 2021 at 9:00 AM MST.

BOARD BUSINESS

CONFERENCE UPDATES AND ATTENDANCE

The Board reviewed correspondence regarding the Association of Boards of Certification annual conference which will be held virtually in January.

Mr. Stuart made a motion to authorize the expenditure for up to five Board members and/or staff members to attend the conference. It was seconded by Mr. Sifford. Motion carried.

DISCUSSION REGARDING RESPONSIBLE CHARGE TIME

The Board discussed the responsible charge requirement and the means and mechanism to track responsible charge time. It also discussed the definitions of responsible charge and responsible charge operator.

EXECUTIVE SESSION

Ms. Henry made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Mr. Parker. The vote was: Mr. Stuart, aye; Mr. Sifford, aye; Ms. Henry, aye; and Mr. Shepherd, aye. Motion carried.

Mr. Parker made a motion to come out of executive session. It was seconded by Ms. Henry. Motion carried.

APPLICATIONS

Ms. Henry made a motion to table the following pending receipt of additional information:

901176410
901176410
901124153

It was seconded by Mr. Parker. Motion carried.

Ms. Henry made a motion to approve the following for examination pending receipt of additional information and review by two Board members:

901118725

It was seconded by Mr. Parker. Motion carried.

ADJOURNMENT

Mr. Parker made a motion to adjourn the meeting at 12:53 PM MST. It was seconded by Mr. Sifford. Motion carried.

Michael W Shepherd, Chair